

----- Forwarded message -----

From: **Kenny, Lisa J (HHSNASSAUCOUNTYNY)** <Lisa.Kenny@hhsnassaucountyny.us>

Date: Thu, Mar 12, 2020 at 4:19 PM

Subject: GUIDANCE-Nassau IFSP's

**INTERIM GUIDANCE FOR ALL IFSP'S TO BEGIN IMMEDIATELY:**

- We have been given permission to hold IFSPs by phone. (initial and reviews)
- This is not a requirement, simply an available option if the family, provider or evaluator is concerned about holding the meeting in the home.
- This is a TEMPORARY situation during this public health crisis.

**For Initial IFSPs:** the EIOD will contact the family and the evaluator to discuss the change of venue and plan to conduct the meeting over the phone. If a 3-way call is not possible, the evaluator should contact the family prior to the IFSP to review the evaluation. If the parent does not agree to conducting the IFSP over the phone and wishes to have the evaluator present and this is not possible, then we will schedule the IFSP for the next available date.

**For IFSP reviews:** OSCs can schedule IFSP meetings by phone and conference the EIOD into the meeting. OSCs can fax or mail IFSP consents and makeup policy to the family. If an OSC cannot conference the EIOD in with the family, then the IFSP can be extended for 30 days.

*Lisa Kenny*

*Early Intervention Supervisor*

*60 Charles Lindbergh Blvd.*

*Uniondale, NY 11553*

*516-227-8682*

*This transmission (including any attachments) may contain confidential and privileged material (including material protected by the attorney-client or other applicable privileges), or constitute non-public information. Any use of this information by anyone other than the intended recipient is prohibited. If you have received this transmission in error, please immediately reply to the sender and delete this information from your system. Use, dissemination, distribution or reproduction of this transmission by unintended recipients are not authorized and may be unlawful*